

**\*PLEASE NOTE: Since the Glendale City Council does not take formal action at the Workshops, Workshop minutes are not approved by the City Council.**

**MINUTES  
CITY OF GLENDALE  
CITY COUNCIL WORKSHOP  
SEPTEMBER 5, 2006  
1:30 P.M.**

**PRESENT:** Mayor Elaine M. Scruggs, Vice Mayor Thomas R. Eggleston, and Councilmembers Joyce V. Clark, Steven E. Frate, David M. Goulet, H. Phillip Lieberman, and Manuel D. Martinez

**ALSO PRESENT:** Ed Beasley, City Manager; Pam Kavanaugh, Assistant City Manager; Craig Tindall, City Attorney; and Pamela Hanna, City Clerk

**1. DOWNTOWN PARKING STRUCTURE STUDY**

**CITY STAFF PRESENTING THIS ITEM:** Ms. Karen Thoreson, Economic Development Director, Mr. Art Lynch, Deputy City Manager and Mr. Michael L. Schmitt, Vice President, Dick and Fritsche Design Group

This is a request for City Council to provide guidance on proceeding with the recommendation of the parking structure study.

Dick & Fritsche Design Group (DFDG) has completed the mixed-use downtown parking structure feasibility study and will provide an overview of their methods and the results.

The City Center Master Plan identified the need for new parking facilities in the City Center.

One of the objectives of Council's strategic goal of "One Community with A Vibrant City Center" is to earmark funds for a parking structure downtown and begin construction.

On May 9, 2006, Council approved the selection of DFDG to complete a feasibility study for a downtown parking structure.

The purpose of the study was to evaluate the need for additional public parking in the downtown area to meet current and future demand, through a qualitative assessment of the best use of existing and proposed parking. In addition, the study identified viable sites for development of parking and provided reliable information for use in creating a policy for downtown parking infrastructure development.

The consultants performed several tasks as they made their assessment:

- Solicited resident and business input
- Interviewed numerous stakeholders, including members of the Catlin Court Neighborhood Association, members of the Downtown Development Corporation, and area residents and business owners
- Assessed the current parking inventory (both public and private)
- Analyzed parking demand based on current downtown occupancy
- Analyzed potential demand based on projected success of downtown redevelopment
- Identified and evaluated sites physically suited for parking development
- Recommended a multi-phase parking program, which locates a number of mixed-use garage structures in key locations in the Downtown.

After evaluating nine sites, the Bank of America surface lot was identified as the most desirable site for the initial parking structure.

The garage is envisioned to include space for parking and possible retail and/or commercial space.

City staff and consultants recommend that the garage be built on the Bank of America site, with one parking level constructed underground, three levels above ground and with 24,000 square feet of ground floor retail. This option would accommodate 600 parking spaces.

On June 27, 2006, Council approved the Fiscal Year 2006-07 Capital Improvement Projects (CIP) Budget, which includes funding for design of a downtown parking structure.

On May 9, 2006, Council approved a professional services agreement with DFDG to complete a feasibility study for a downtown parking structure.

The DFDG study identifies a current shortage of approximately 400 downtown parking spaces during a typical business day. That need is exacerbated when the Civic Center hosts large weekday gatherings, creating an overall demand for 1,200 parking spaces. An active and vibrant downtown requires safe, accessible parking in order to encourage citizens and visitors to frequent the shops, restaurants and events held within the City Center.

Additional structured parking provides more efficient land utilization and can be designed to allow ground floor retail uses when the market is receptive to that. A multi-use parking structure will benefit the Glendale community and visitors who come to the downtown for shopping, city services, and special events.

Pedestrian level retail will further enliven the streets around the garage and offer business opportunities that support Glendale's Dining District and downtown events.

In particular, Glendale Avenue businesses, Catlin Court shops, and the visitors to the Civic Center and City Hall will enjoy the convenient, close parking, that is currently in short supply.

DFDG had an exhibit booth at the May 15, 2006 Downtown Information Fair. Invitations to the May 24<sup>th</sup> Stakeholder Open House were distributed to those in attendance.

An Open House was held on May 24, 2006 to solicit direct input from the public concerning downtown parking needs. The event was posted on the city's website; fliers were available at area businesses; and invitations were sent via email and regular mail to individuals on city department contact lists. A total of 20 people were in attendance at the Open House.

Residents and business owners in Catlin Court, stakeholders on Glendale Avenue, and those involved with the Pedestrian Enhancement project were sought out and consulted.

The consultants also met with city department representatives and individuals who requested more information.

The project has \$1,710,229 in the current year's CIP budget, fully funding the contracts for Design and Construction Manager at Risk.

The balance of funding for construction of the parking structure is currently identified in the Capital Improvements Program in out years.

Grants	Capital Expense	One-Time Cost	Budgeted	Unbudgeted	Total
	X		X		\$1,710,229

**Account Name, Fund, Account and Line Item Number:**

Downtown Parking Structure, Account No. 1980-68113-551200

Staff is seeking guidance from the Council on (1) to proceed with design of the recommended option, placing a 600-space parking structure with 24,000 square feet of retail at the Bank of America parking lot at Palmaire and 58<sup>th</sup> Avenues, and (2) to proceed with development of a multi-phase parking management program for consideration by Council.

Councilmember Goulet asked if the commercial and retail section on the street level would wrap around the structure or go on one side. Mr. Michael Schmitt, Vice President of Dick and Fritsche Design Group, explained that it is their recommendation that it would wrap around the north and east side. He stated that in his experience there may not be immediate demand for that space. He said that if there is no demand they can use the space for parking, and then later convert it if needed in the future.

Councilmember Goulet asked if there had been a discussion on adding an additional level and how costly would it be. Mr. Schmitt explained that an additional level below ground would be expensive, but it could be done. He said the cost would be close to \$2 million for an additional level.

Councilmember Goulet asked about the access to the parking structure. He said he was concerned about the north side because of the narrow street and it having street parking. He asked if they would have to do away with the street parking. He also asked about the number and location of entrances in the parking garage. Mr. Schmitt explained that the west side would be the point of entrance. He said that pedestrians would primarily be traveling north, east and south. He stated that by having the primary entrance on the west, it would

create less conflict with pedestrians and automobiles. He noted that there could be additional studies if necessary.

Councilmember Goulet said that it was mentioned that having this structure in place would stimulate development. He asked if that meant the development would occur in the structure itself or in the immediate area. Ms. Karen Thoreson, Economic Development Director, said that having public parking for the area could bring more people into the Civic Center, Catlin Court, etc. She also stated that the parking structure could accommodate up to five new businesses. She said that it was a major investment with high potential for the city. She added that the parking garage could symbolize future prosperity in the downtown area.

Councilmember Martinez asked if there had been questions on street parking from the citizens. He asked if they would have to do away with it. Ms. Thoreson said that there were a lot of questions generated by the parking garage and about whether the city is going to paid parking. She stated that to her knowledge nothing would change because of the garage being built. She added that in the future the city could revisit the parking situation and make changes if warranted. She added that the businesses surrounding the area were quite pleased with the idea of additional public parking.

Councilmember Lieberman stated that he was pleased the paid parking issue came up. He said that the city has had paid parking in the past, and he would not like to see it return.

Mayor Scruggs indicated she was glad that this parking garage is being addressed, because she felt it was badly needed. She said that in addition to bringing additional commercial activity to the city it will also help in keeping the activity ongoing. With regard to paid parking, she believes that since it is a historic district it would be a problem even attempting it. She further stated that she was very excited about this project but had concerns about adding the retail and commercial aspects to the structure because of the loss of parking spaces. Mr. Schmitt explained that the number of parking spaces is not equal on all levels. He said that the addition of retail businesses would leave 88 spaces available on street level.

Mayor Scruggs asked if they had considered the parking at the Civic Center for a future garage. Mr. Schmitt answered that it had been considered. Mayor Scruggs said it was a real possibility that it would need to be addressed in the near future.

Councilmember Eggleston asked if by not having a commercial retail area, and no basement level, would the parking lot be built faster and more economically. Mr. Schmitt said that it would be less costly but not significantly. He added that different options were considered and that the retail space could be developed if needed or just be deemed parking space.

Councilmember Eggleston asked what kin of architecture is planned for this site. He noted that their work had been outstanding. Mr. Schmitt said that at the moment they were in the early stages of the plan. He said they would require more public input. He said that his firm would do its best to complement the architecture already established in the downtown area.

Councilmember Frate stated that this was the perfect location for the parking garage because of the many sites in the area. He added that the architecture needed to be pleasing to the eye and not just look like a parking garage. He asked about the time frame for a facility of this size to be built. Mr. Schmitt said it typically will range from 12 to 14 months with design and construction.

Councilmember Frate then asked what the cost per parking space was. Mr. Schmitt said that the numbers they are using are about \$12,000 per space for above grade parking and about \$19,000 for below grade parking. He noted that these are rule of thumb numbers typically used.

Councilmember Clark stated that Mr. Schmitt had done a great job assessing the parking situation downtown. She noted that there had been a city center master plan that had addressed the need for parking. She added she was very interested in pursuing a parking management plan. She also wants to address street parking in the area as well as having to charge for street parking or garage parking. She felt it would be needed to offset the cost for maintenance and upkeep. She said she also wanted to address the funding issue. She stated that at the April 4, 2006 budget session it was said that they had some funding available but not enough to complete the project. She asked how they plan to generate additional funding. She also asked if other projects would be hurt as a result. She stated that she did not like the idea of other projects competing for the same funds. Mr. Art Lynch, Deputy City Manager, said that the type of funds planned to be used do not compete with other city projects since it could be contractor financed. Mr. Lynch said that this type of funds had been planned for use with the Public Works Operations Center, but it was not necessary in the end because funding became available. He said that could be the case in this instance. Councilmember Clark reiterated her fears of planned projects being cut to cover others. She said she is still hesitant but has staff assurances that other projects will not be affected.

Councilmember Goulet said that he wanted to make it clear that this facility is a council goal. He said that the goal has always been to have a vibrant downtown. He said that they need to have something innovative and long lasting that would grow with the city. He noted that he believes that having retail and commercial outlets in the structure is critical to the growth of the surrounding areas. He said that there are not enough commercial sites available in downtown. He said it would generate a lot of activity

Councilmember Goulet asked if the facility was designed to accommodate public safety equipment. He also asked about ceiling height. Mr. Schmitt said they are required to build by code. He also said that some garage heights are in the range of 7 feet. He said he recommends that the ceiling height be 8 to 8 1/2 in the parking garage.

Councilmember Martinez stated that the budget discussion will be starting soon and asked if this would be one of the topics brought forward. Mr. Lynch confirmed it would but stressed that there was \$1.7 million in funds to start the project today.

Councilmember Martinez asked how long it would be before the design is completed. Ms. Thoreson said if directed to move forward by council it would be on the October City Council agenda. He stated that it is this council's priority to move forward.

Mayor Scruggs said that she wanted to address not just the cost and numbers associated with the project but what the cost would be if the city didn't move forward with this project. She said that it has been a priority to have a vibrant and exciting downtown. She said they got a little side tracked but now they want to move at full force.

Councilmember Lieberman said he was glad the parking garage is coming to the downtown area. He stated that having a parking garage makes a difference when businesses look at a location downtown. He said that though he was in favor of the parking garage he still thought Councilmember Clark had a good point in wanting to know where the additional funds are going to come from. He also asked for clarification on the amount of parking spaces available. Mr. Schmitt said there would be 106 in the basement, 88 in the retail space area, 138 each on levels 2 and 3, and 124 on level 4.

Councilmember Clark said she wanted to reiterate her position on approving the parking garage dependent on the source of the funding. She said she does not want other projects compromised. She added that there was still a need for basic developments such as grocery stores, libraries and post offices. She stated that for the record she is not opposed to a parking garage as long as it does not affect amenities that are needed in West Glendale.

Mayor Scruggs asked staff to move forward based upon majority approval by the council.

#### ADJOURNMENT

The meeting was adjourned at 2:55 p.m.